

**MINUTES
PARK COMMITTEE
Wednesday, December 10, 2014
City Hall, Room 207
5:30 P.M.**

MEMBERS PRESENT: Aldermen Jerry Wiezbiskie, Joseph Moore, and David Nennig

MEMBERS ABSENT: Alderman Brian Danzinger

OTHERS PRESENT: Dawne Cramer, Dan Ditscheit, James Andersen, Mike Reed, Rick Jensen, Ald. Tom De Wane, Ald. Tim De Wane, and Ald. Steuer

Approval of the minutes of the meeting of October 15, 2014

A motion was made by Ald. Moore and seconded by Ald. Nennig to approve the minutes of the meeting of October 15, 2014. Motion carried.

Adoption of the Agenda

A motion was made by Ald. Moore and seconded by Ald. Nennig to adopt the agenda of the December 10, 2014, Park Committee meeting. Motion carried.

1. Discussion/Action on the proposed Bullfrogs 2015 Joannes Stadium improvements

Working with the Bullfrogs organization this past season has been an enjoyable experience. They truly know baseball and have done a great job connecting with our community. They had a very successful season. As you know, last year they approached this Committee with \$75,563 worth of improvements such as fencing, netting behind home plate, asphalt, paint, and an additional entrance gate on the third baseline. They completed these projects. They are again proposing some additional 2015 improvements.

A motion was made by Ald. Moore and seconded by Ald. Nennig to open the floor for discussion. Motion carried.

Liz Kern, 315 S. Baird Street – It is their goal to be an integral part of the community and focus on affordable family entertainment. They are working on building partnerships within the community. Attendance increased 31%. Last year investments were made in the facility. They were awarded Ballpark Organization of the Year by Ballpark Digest, which is a huge honor and accomplishment as they are the first summer collegiate organization to win this award. The improvements proposed for 2015 are installing two accessible seating sections, constructing a table seating area behind home plate, and adding more asphalt at the main entrance. Because handicap-

accessible seating is limited, they would like to remove two sets of bleachers along the first and third base sides and create 16 handicap-accessible seats. The proposed table seating behind home plate would consist of up to 6 round tables with 4 stadium seats per table. It will become the prime seating location and will have wait service. The walkway would be behind the tables.

Ald. Wiezbiskie asked what the win/loss record was. L. Kern replied they ended the season with 36 wins and 36 losses, which is her best record as a General Manager.

Ald. Nennig said he's received a lot of positive feedback from his constituents who have visited the stadium.

Ald. Moore asked what the seating capacity of the stadium was and how the seating improvements will change that number. L. Kern said it was 1,500, and with the new seating only 19 seats will be lost.

A motion was made by Ald. Moore and seconded by Ald. Nennig to return to regular order of business. Motion carried.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the 2015 proposed improvements to Joannes Stadium contingent upon the following:

- All costs of materials, construction, and installation are the responsibility of the Bullfrogs;
- Park staff approval of the final site design and installation plans;
- Once installed, it becomes City property;
- All proper permits and insurances being obtained;
- All materials must meet the City of Green Bay's building and inspection codes.

Motion carried.

2. Discussion/Action on proposed modifications to the Bullfrogs' Lease Agreement

The Bullfrogs approached the Law and Parks, Recreation, & Forestry Departments about a few modifications to the Bullfrogs Lease Agreement. The Parks and Law Departments and the owners of the Bullfrogs have had several conversations pertaining to some small amendments to the lease. Those amendments are as follows:

- They requested adding Green Bay Baseball LLC to the lease. Our lease is with the Northwoods League. The City has no problem adding this, but we would request approval from the Northwoods League before doing so.
- Under Paragraph 14 Capital Improvements, the Law Department would add language to clarify that maintenance of added amenities is the responsibility of the team. This is somewhat addressed in the League Responsibilities section. The Law Department would like to add language that states that "upon request by the Parks

Director, the League shall provide sufficient evidence such as construction receipts to substantiate the minimum capital improvements have been made”.

- Under Paragraph 1 Facility Use, they asked to expand to 36 games instead of 35, which won't be an issue.
- Under Paragraph 3 Revenues, the City will maintain its first right to sell alcohol when the league is not using the facility. As outlined in the lease, the league only has legal right to the facility during games, practices, and other approved times. A liquor license is only valid when the licensee has legal rights to that facility. All non-Bullfrogs sales as in the case of special events have to be approved by the Committee and the City Council. It is our intent to direct the event sponsor of those special events to work with the Bullfrogs in partnership. If the Bullfrogs are not involved with any such event, the event sponsor would not be able to use the Bullfrogs' equipment without permission of the Bullfrogs. Per the lease, the Bullfrogs must submit all special event dates, as well as their game schedule, to the Park Committee for approval prior to the beginning of the season.
- Under Paragraph 2 Team, the City is agreeable to three 1-year options to extend. The facility user fee will be adjusted accordingly.
- Additional terms – all amended items in the first amendment will be merged into the new lease.

Park staff, the Law Department, and the Bullfrogs are in agreement to make such amendments to the lease.

Ald. Moore asked if the lease extensions would be subject to the same terms as the current agreement. Staff said they would.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the Law Department to proceed with the proposed modifications to amend the Bullfrogs' Lease Agreement. Motion carried.

3. Discussion/Action on accepting a grant from McKee Foods Corp. for \$20,000 to replace light fixtures along the Fox River Trail

We were approached by McKee Foods Corporation to discuss a grant opportunity. The grant is named OH! (Outdoor Happiness Movement). Its goal is to grant \$20,000 to each state for one project. Green Bay was chosen as the State of Wisconsin grant winner and will receive the \$20,000. Their mission is to get people moving and active. They met with staff and reviewed a few options. They were most receptive to the option of upgrading lighting along the Fox River Trail. Staff referred to the map. The City is proposing to replace approximately 57 150-watt high pressure sodium trail light fixtures with 57 50-watt LED fixtures along a 1.1-mile section of the trail. The existing fixtures are over 20 years old. Each fixture will cost approximately \$350 with installation. The

City will utilize the grant in full and purchase and install as many fixtures as the grant will allow. We have 100 fixtures that need updating, so not all of them will be updated. Converting to high efficiency LED fixtures will provide a 66% energy cost savings. It will also create better light dispersion and brightness, thus creating a softer, more comfortable experience for trail users. The Law Department reviewed the terms of the grant application and approved it.

Ald. Wiezbiskie questioned why we were not going to replace the lighting in the area between Walnut and Main Streets. Staff said this area is part of the City Deck, and those fixtures have already been updated.

Ald. Nennig said he was not familiar with McKee Foods; therefore he did some research and found they are a family-based company primarily out of Tennessee. They make Little Debbie snacks. He feels it is really unique that we are getting a grant from Tennessee recognizing the value of what we do here.

Ald. Nennig asked if the Parks Department or Mayor's Office would typically send a thank you letter to a company that was doing a service like this for us. Staff replied absolutely and will recognize them when the check is presented.

Ald. Moore asked if the remaining 18 lights east of Wisconsin Public Service would be replaced in the future. Staff stated they would.

Ald. Nennig wanted clarification that the existing poles would remain in place and only the light fixtures at the tops would be replaced. Staff said that was accurate.

A motion was made by Ald. Nennig and seconded by Ald. Moore to accept the grant donation from McKee Foods Corp. for \$20,000 to replace light fixtures along the Fox River Trail. Motion carried.

4. Discussion/Action on a Leadership Green Bay proposal to replace the fishing pier at the Wildlife Sanctuary

A Leadership Green Bay group approached us and is interested in helping fund a new handicap-accessible fishing dock at the Wildlife Sanctuary. The new dock would replace two existing ones.

Mike Reed, Wildlife Sanctuary Director, said there are people here from Leadership Green Bay, as well as Keith Pamperin representing the Friends of the Wildlife Sanctuary and other pier user groups. About five years ago, the lagoons were renovated to improve public fishing. Two fishing piers were installed at the time. Those improvements have been well-received. The existing docks were serviceable when first installed; now they are inadequate for modern ADA compliance and use. The new ADA-compliant dock would replace the two existing piers and would extend a bit farther into the lagoon. There will also be a "T" constructed at the end of the pier to

accommodate better fishing opportunities. In addition, the access to the fishing pier is not very accessible. This project would also take care of that.

Ald. Nennig asked what amount Leadership Green Bay will be investing in this project. M. Reed said the estimate is about \$150,000 for the dock and abutment.

Ald. Wiezbiskie questioned whose responsibility it was to install and remove the dock each winter. M. Reed said the installation would be done by the contractor. The new dock will not need to be removed.

A motion was made by Ald. Nennig and seconded by Ald. Moore to open the floor for discussion. Motion carried.

Eric Gerard, representing Leadership Green Bay, met with M. Reed and K. Pamperin and felt Leadership Green Bay's involvement with this project would benefit the community. The proposal is for Leadership Green Bay to raise all funds necessary to purchase and install the new dock, as well as upgrade the path and parking for accessibility. They will be applying for a DNR stewardship grant to fund 50% of the project.

Ald. Wiezbiskie asked if Leadership Green Bay would be obtaining bids for the project. E. Gerard said the project is in its early planning stage but it is their intent to obtain bids.

Ald. Wiezbiskie expressed concern about the dock staying in the water as it freezes during winter and asked that Leadership Green Bay question manufacturers to see if their docks can handle that treatment. E. Gerard responded that they would definitely find out. They will also be working directly with M. Reed and the Friends of the Wildlife Sanctuary for the bidding process and fundraising.

K. Pamperin said the Friends of the Wildlife Sanctuary is in support of the project and will collaborate with Leadership Green Bay to accomplish the fundraising goal. He also represents two other groups, Challenge the Outdoors Inc. and Options for Independent Living. Both groups feel dock accessibility at the Wildlife Sanctuary needs to be improved.

Ald. Steuer said that he has witnessed K. Pamperin's involvement with other projects and is definitely supportive of this proposal.

A motion was made by Ald. Moore and seconded by Ald. Nennig to return to regular order of business. Motion carried.

A motion was made by Ald. Moore and seconded by Ald. Nennig to accept the proposal to replace the fishing pier at the Wildlife Sanctuary by the Leadership Green Bay group contingent upon the following:

- All costs of materials, construction, and installation are the responsibility of the Leadership Green Bay group;
- Park staff approval of the final site design and installation plans;
- Once installed, it becomes City property;
- All proper permits and insurances being obtained;
- All materials must meet the City of Green Bay building and inspection codes.

Motion carried.

5. Discussion/Action on the request by the University of Wisconsin Extension Office to formalize an agreement to manage the community garden at Eighth Street Park

We have worked with the University of Wisconsin Extension Office for many years to manage the community garden at Eighth Street Park. Recently the Extension Office requested we enter into a formal agreement with them to define responsibilities as it relates to the management of the garden. The University of Wisconsin Extension Office has similar agreements with other departments within the City at other locations. To standardize the process, we put together a similar agreement. Highlights of the agreement are as follows. Nothing changes as far as how the garden has been managed for many years. The Extension Office is responsible for the management and operation of this garden. They are responsible for keeping the property clean, free of weeds, and free of garbage. They are responsible for removing all items and garden debris in October. The City tills the garden every year. The agreement runs from April 15 through the second Sunday in October. Either party may terminate the agreement for any reason upon 60-day written notice. If neither party requests to terminate the agreement, it automatically renews the following year. The agreement has been reviewed by the Law Department.

Ald. Wiezbiskie asked who assumes liability for situations that might occur in the garden. Staff replied there is a hold harmless clause in the agreement.

Ald. Nennig feels this is a great use of park property and a welcome addition to the community.

Ald. Moore asked if the garden would expand in the future like the Irwin community garden. Staff said it was possible if there is enough interest. All proposed improvements to the garden would go to the Park Committee for approval.

Ald. Wiezbiskie agrees that the garden is a good use of the property.

Ald. Tom De Wane added that the people at the University of Wisconsin Extension Office are a great group to work with and are very knowledgeable if you have questions.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the request by the University of Wisconsin Extension Office to formalize an agreement to manage the community garden at Eighth Street Park. Motion carried.

6. Report of the Purchasing Manager:

Request approval to purchase playground equipment for Eighth Street Park from Lee Recreation for \$40,000

This Committee approved \$60,000 in the 2014 bonding process to update the Eighth Street Park playground, which is 24 years old. \$40,000 of that amount is for the playground equipment. The remaining \$20,000 is for woodchips, edging, site restoration, and two lights. The Purchasing Manager will discuss the bid process.

Rick Jensen, Purchasing Manager, has done numerous Requests for Proposals for playground equipment and has found indicating the amount of funds budgeted for the project to the vendors helps us obtain maximum value. Therefore, pricing is not scored, but play value is. Eight vendors responded with a total of 11 proposals. Park staff scored the proposals, and Lee Recreation scored the highest. It is the recommendation to award the bid for \$40,000.

Ald. Nennig likes the process the Purchasing Department used to get the most for the money.

Ald. Moore asked if the equipment would be installed by the City or the vendor. Staff replied the City would be installing it.

Ald. Nennig asked if the surface would be woodchips, similar to other playgrounds in the City. Staff said it would be the same.

A motion was made by Ald. Nennig and seconded by Ald. Moore to approve the purchase of the playground equipment for Eighth Street Park from Lee Recreation for \$40,000. Motion carried.

7. Discussion/Action on accepting a donation from the Friends of Bay Beach to hire AECOM to design the slide and train modifications and authorize staff to sign the engineering contract

This past year we received a donation of three miniature train engines and several passenger cars, as well as 3,000 linear feet of train track from the Woelbing family. The Bay Beach Master Plan calls for adding a west-end track, which travels under the Zippin Pippin coaster and back. The Parks Department and Friends of Bay Beach would like to move forward with this project in the spring of 2015. Staff referred to the map. We will keep Track 1 – the existing track. In the future, it may be eliminated pending future expansion in that area. We will add Track II. In order to fit Track II into the proper route, we will have to move the slide approximately 30 feet south. We will also have to

modify the existing train queue lines to accommodate two separate train rides. Also last September we reviewed the status of wading pools in Green Bay and determined as per the Master Plan at Bay Beach, the wading pool would be eliminated. We plan on removing the pool this spring. We need to increase our grade in this area to accommodate the moving of the slide, the tot ride expansion, and the slide walkway. We need to hire an engineering consultant to complete the construction plans and specifications. Due to the slide component, a structural engineer is needed to complete the project. The Department of Public Works does not have a structural engineer on staff. We submitted a Request for Proposals to eight consultants; only one submitted a proposal. It was AECOM for \$47,900. AECOM is a qualified firm and has worked with the City before. The Friends of Bay Beach would like to move on this project and has proposed to fund the engineering cost in full. We are requesting to accept the donation by the Friends of Bay Beach to pay for the engineering contract along with allowing staff to contract with AECOM.

As you are aware, the Park Committee recommendation tonight will not be approved by the City Council until January 20, 2015, due to the cancellation of the December 16, 2014, Council meeting. This added approximately one month to the approval process before the engineering contract can be signed, which also delays the construction commencement date by one month. In order to stay on schedule and kick off construction in the spring of 2015 instead of summer of 2015, staff could authorize AECOM to begin work on this project as long as they do not exceed \$10,000 in fees from now until January 20, 2015, the date the City Council will discuss and approve the request. This would be allowed per City policy.

Ald. Tom De Wane discussed this with the City Attorney and would like to have this Committee approve staff to move forward with this project and sign the engineering contract for the full \$47,900 now. He thanked the Friends of Bay Beach for their donation.

Ald. Wiezbiskie agreed with Ald. Tom De Wane and thanked him for his efforts. This issue is more critical than what meets the eye. The Friends of Bay Beach group has been more than generous. I don't want to delay their actions.

Ald. Moore commented I probably speak for our group up here. It seems absolutely ridiculous to me that we have to take donated money from the Friends group to supplement the engineer positions the taxpayers have already funded. We need to get action on this. It's extremely frustrating. We have donors who are willing to support our projects; however, we are put into positions where there is work to be done and the City has no engineers to accomplish it.

Staff reminded the Committee that the Department of Public Works does not have a structural engineer, so moving the slide still would require us to contract for this service.

Ald. Moore said I'm referring to our Bay Beach projects and all of our projects that are on hold due to the engineer situation.

Ald. Nennig said we do need these projects to move forward. He expressed his gratitude for the Friends of Bay Beach donation. He liked the plans for the trains as it still uses the train depot that was donated by Leadership Green Bay.

Ald. Wiezbiskie said we are behind in getting projects completed. My take on this is that you don't bite the hand that feeds you.

Ald. Steuer asked if both Loop 1 and 2 were going to be utilized. Staff said they were.

Ald. Steuer said he also concurs with the aldermen; we are tired of hearing about projects being delayed. We need to do whatever it takes to push this forward. He questioned the timeline for this project. Staff said the goal is to begin construction on part of the train in the spring and continue with the remaining train and slide construction around June.

Ald. Nennig stated that the slide is one of the most popular rides, so we should get it up and running as quickly as possible.

Ald. Tom De Wane commented on the fact that the Parks Department has many projects in need of engineering, and the need will continue. The Parks Department should consider hiring its own engineer so there could be full-time use of their services. I know engineers are in the Department of Public Works; however, there is nothing to say that if the Council allowed it, that the Parks Department could not hire their own.

Staff said that the Parks Department and the Department of Public Works have a great working relationship. The Department of Public Works is trying really hard to secure engineers. The Parks Department has a number of projects that we are waiting for engineers, as well as all other departments that also depend on the Department of Public Works to serve them. We are all trying really hard to solve this problem and get these projects moving.

Ald. Tom De Wane said he knows both departments work well together, but he really thinks hiring an engineer is something the Parks Department should consider.

Ald. Wiezbiskie said the Parks and Public Works Departments do work well together, but we have to keep these projects moving.

Staff stated that the Friends of Bay Beach will be bringing a list of proposed projects at Bay Beach to the Park Committee for review and approval in January 2015.

A motion was made by Ald. Nennig and seconded by Ald. Moore to accept the donation from the Friends of Bay Beach to pay for AECOM to design the great slide relocation and train track modifications and to authorize staff to contract with AECOM for engineering services. Motion carried.

8. Director's Report

The engineering consultant completed the final construction plans and specifications for the Tank Park splash pad. Construction will begin in the spring of 2015. There will be three above-ground stainless steel pipes that spray water along with 13 in-ground sprays.

At Arnie Wolff Sports Complex, the footings and foundation walls for the concession stand have been poured. Work on the concession stand will hopefully continue next spring.

The City closed on the purchase of Parcel 21-5-2 just west of Northview Road for the expansion of the Baird Creek Greenway. The DNR will fund 50% of the acquisition, Baird Creek Preservation Foundation will fund 25%, and the City will fund 25%.

The lighting system at Red Smith hockey rink has been installed.

Much of the utility burial at Navarino Park has been completed.

All of the concrete curbs and walks have been installed at the Perkins Park parking lot, along with the gravel base lot. Due to the cold weather, laying the asphalt will be delayed until May 2015.

At Triangle, along with the tube storage shed expansion, installation of the new lift is almost completed.

As we near the year's end, staff and I would like to thank you for all of your dedication and hard work throughout this year for the Parks, Recreation, & Forestry Department and wish you and your families a very happy holiday season.

Ald. Wiezbiskie thanked staff for their hard work and dedication.

Ald. Moore thanked the Parks Department staff for making service on this Committee an enjoyable experience. I think the excitement displayed when we come in and review these projects is a direct representation of the staff's positive attitudes. It's a great working relationship.

Ald. Nennig asked if there was anything to report after the Fisk Park basketball nets were re-installed. Staff said there was one initial complaint by a resident that lived nearby because the nets were put back up, and there have been no issues or complaints since that time.

Ald. Steuer added that he has not heard about any issues as well.

Ald. Nennig stated that the Committee thanks those involved for fixing the initial problem and for providing another facility for our community to utilize.

A motion was made by Ald. Moore and seconded by Ald. Nennig to receive and place on file the Director's Report. Motion carried.

A motion was made by Ald. Nennig and seconded by Ald. Moore to adjourn the meeting. Motion carried.

Meeting adjourned at 6:30 p.m.